

Himachal Pradesh Subordinate Services Selection Board Hamirpur, District Hamirpur-177001**Advertisement No. 25/2013****Dated: 20.05.2013**

Applications on the prescribed Proforma, in sealed covers, are invited for the following posts under the Government of Himachal Pradesh so as to reach the **Secretary, Himachal Pradesh Subordinate Services Selection Board, Hamirpur (Himachal Pradesh) PIN-177001** on or before **20th June, 2013**. However, for the candidates residing in Lahaul & Spiti District, Kinnaur District, Pangi & Bharmour Sub-Divisions of Chamba District and Dodra Kwar Sub-Division of Shimla District of Himachal Pradesh, the last date for receipt of applications is **05th July, 2013**. The applications received after these dates will not be entertained. The Board will not be responsible for delay in receipt of applications due to any reasons what so ever.

Name of Department/Board/Post/Pay Scale/Pay Band	Post Code	Number of posts	
1. Food, Civil Supplies & Consumer Affairs Inspector Weights & Measures on contract basis Rs. 10300-34800+3600 GP Emoluments for Contract Employees: Rs.13,900/- P.M.	352	Gen (UR) - 04, OBC (UR) – 01	Total =05
2. Food, Civil Supplies & Consumer Affairs Maintenance Supervisor on contract basis Rs. 5910-20200+2800 GP Emoluments for Contract Employees: Rs.8710/- P.M.	353	Gen(UR)- 01	Total =01
3. Technical Education Dispenser on contract basis Rs.5910-20200+3000GP Emoluments for Contract Employees: Rs.8910/- P.M.	354	Gen (UR)=01	Total =01
4. State Forensic Science Laboratory Scientific Assistant(Biology & Serology) on contract basis Rs.10300-34800+3800 GP Emoluments for Contract Employees: Rs.14,100/- P.M.	355	OBC (UR)-01	Total=01
5. Industries Asstt. Mining Inspector on contract basis Rs.5910-20200+2400 GP Emoluments for Contract Employees: Rs.8310/- P.M.	356	Gen(UR)-05,SC(UR)-02,OBC(UR)-02	Total=09
6. Printing & Stationery Mechanic (Electrical) on contract basis Rs.5910-20200+1900 GP Emoluments for Contract Employees: Rs.7810/- P.M.	357	Gen(UR)=01	Total=01
7. Elementary Education TGT(Art) on contract basis Rs. 10300-34800+3600 GP Emoluments for Contract Employees: Rs.13,900/- P.M.	358	Gen(UR)-84,Gen(IRDP)-22,Gen(WFF)-04,OBC(UR)-34, OBC(IRDP)-08, OBC (WFF)-04,SC (UR)-40,SC(IRDP)-08 ,SC(WFF)-09, ST (UR)-07, ST(IRDP)-03	Total=223
8. Elementary Education TGT(Non-Medical) on contract basis Rs. 10300-34800+3600 GP Emoluments for Contract Employees: Rs.13,900/- P.M.	359	Gen(UR)-106, Gen(IRDP)-25, Gen(WFF)-03, OBC(UR)-40,OBC(IRDP)-11,OBC(WFF)-01,SC(UR)-48, SC (IRDP)-09,SC(WFF)-09,ST (UR)-10, ST(IRDP)-04	Total=266
9. Elementary Education TGT(Medical) On contract basis Rs. 10300-34800+3600 GP Emoluments for Contract Employees: Rs.13,900/- P.M.	360	Gen(UR)-40,Gen(IRDP)-09,Gen(WFF)-01, OBC(UR)-14,OBC(IRDP)-04,OBC(WFF)-01,SC (UR)-18, SC (IRDP)-03,SC (WFF)-07, ST (UR)-03, ST(IRDP)-03	Total=103
10. Elementary Education Shastri on contract basis Rs.10300-34800+3200 GP Emoluments for Contract Employees: Rs.13,500/- P.M.	361	Gen(UR)- 81,Gen(IRDP)-19,Gen(WFF)-01,OBC(UR)- 29, OBC(IRDP)-06, OBC(WFF)-03,SC (UR)- 32, SC(IRDP)-07, SC (WFF)-01,ST (UR)- 06, ST(IRDP)-01	Total=186
11. Elementary Education Physical Education Teacher on contract basis Rs. 10300-34800+3200 GP Emoluments for Contract Employees: Rs.13,500/- P.M.	362	Gen (UR)-23, Gen(IRDP)-05, OBC(UR)-05,OBC(IRDP)-01, SC(UR)-08, SC(IRDP)-01&ST (UR)-01	Total=44
12. Elementary Education Drawing Master on contract basis Rs. 10300-34800+3200 GP Emoluments for Contract Employees: Rs.13,500/- P.M.	363	Gen(UR)-10, Gen(IRDP)-05, Gen(WFF)-01, OBC(UR)-03, OBC(IRDP)-01, SC(UR)-06, SC(IRDP)-02, ST(UR)-01	Total=29
13.IPH /HIMUDA Junior Engineer,(Civil) on contract basis Rs. 10300-34800+3800 GP Emoluments for Contract Employees: Rs.14,100/- P.M.	364	Gen (Wards of .Ex-Serviceman)=12,SC(UR)=01, SC(Wards of .Ex-Serviceman)=06,OBC(UR)=02, OBC(Wards of .Ex-Serviceman)=04,ST (Wards of Ex-Serviceman)= 01,ST(UR)=01	Total=27

14. HIMUDA Junior Engineer (Electrical) on contract basis Rs. 10300-34800+3800 GP Emoluments for Contract Employees: Rs.14,100/- P.M.	365	SC(UR)=01,OBC(UR)=01 Total=02
15. Advocate General Assistant Librarian on contract basis Rs. 5910-20200+2800 GP Emoluments for Contract Employees: Rs.8710/- P.M.	366	Gen (UR)-01 Total=01
16. Various Depts./Board. Clerk on contract basis Rs. 5910-20200+1900 GP Emoluments for Contract Employees: Rs.7810/- P.M.	367	Gen(UR)-10,Gen(IRDP)-01,OBC(UR)-7, OBC(IRDP)-01SC(UR)-06,ST(UR)-03 Total=28
17. Secretariat Administration Junior Scale Stenographer on contract basis Rs. 5910-20200+2800 GP Emoluments for Contract Employees: Rs.8710/- P.M.	368	ST(UR)(Wards of Ex-servicemen)=01 Total=01
18. Local Audit Junior Auditor on contract basis Rs. 10300-34800+3800 GP Emoluments for Contract Employees: Rs.14,100/- P.M.	369	Gen (UR)=02 Total=02

1. Essential Qualifications

Post Code	Educational and Other Qualifications	
352 Inspector Weights & Measures	i) A Graduate of a recognized University in Science with Physics as one of the subject(s), Technology or Engineering or hold a recognized Diploma in Engineering. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.	
353 Maintenance Supervisor	i) Should have passed Matriculation Examination or its equivalent with Physics & Chemistry as elective subjects from a recognized Board; And ii) Must possess three years experience as technician from a reputed firm who is dealing in the manufacturing or repairing of Standard balance. OR A Diploma in Engineering from a recognized University or Board. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.	
354 Dispenser	i) Matriculate with Science from recognized University/Board or its equivalent. ii) Diploma in Pharmacy from a recognized State Board of Technical Education or equivalent. iii) Should be registered pharmacist under the Pharmacy Act. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades	
355 Scientific Assistant (Biology & Serology)	2 nd class Master's Degree in Botany/Micro Biology or Zoology/Bio Technology/Molecular Biology from a recognized University or equivalent. OR i) B.Sc with Botany/Zoology/Molecular Biology/Bio Technology ii) Two year's analytical experience. Experience of working in forensic Science laboratory is desirable. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades	
356 Asstt. Mining Inspector	Should have passed 10+2 Examination with Science or its equivalent from the Board of School Education or any other Institution recognized by the State Government. Desirable: i) Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades. ii) Two years practical experience in the line from Government/Semi Govt. Organization or registered Mining Contractor.	
357 Mechanic (Electrical)	i) 10+2 or its equivalent from a recognized Board of School Education/university. ii) Two years National Trade/Apprenticeship Certificate Course in the trade of Mechanic (Electrical) or its equivalent from an I.T.I. or an institution duly recognized by the Central/State Government. iii) Three years practical experience in repair, maintenance and upkeep of Electrical Equipments, Motors and Wiring in Government Printing Press or an ISO certified Private Printing Press. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.	

358 TGT (Arts)	<p>i) B.A. / B. Com. With at least 50% marks and 1 year Bachelor in Education (B. Ed.) OR B. A. / B. Com. With at least 45% marks and 1 year Bachelor in Education (B. Ed.) in accordance with NCTE (Recognition norms and Procedure) regulations issued from time to time in this regard. OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year Bachelor in Elementary Education (B. EI. Ed.) OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year B. A. Ed. OR B. A. / B. Com. With at least 50% marks and 1 year Bachelor in Education (B. Ed.) (Special Education).</p> <p>AND</p> <p>ii) Pass in Teacher Eligibility Test (TET) from HPSSSB Hamirpur in accordance with the guidelines framed by the NCTE for the purpose. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades</p>
359 TGT (Non-Medical)	<p>i) B.Sc. (NM) With at least 50% marks and 1 year Bachelor in Education (B. Ed.) OR B.Sc. (NM) With at least 45% marks and 1 year Bachelor in Education (B. Ed.) in accordance with NCTE (Recognition norms and Procedure) regulations issued from time to time in this regard. OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year Bachelor in Elementary Education (B. EI. Ed.) OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year B.Sc (NM) .Ed. OR B.Sc (NM) with at least 50% marks and 1 year Bachelor in Education (B.Ed) (Special Education).</p> <p>AND</p> <p>ii) Pass in Teacher Eligibility Test (TET) from HPSSSB Hamirpur in accordance with the guidelines framed by the NCTE for the purpose. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
360 TGT(Medical)	<p>i) B.Sc. (Medical) With at least 50% marks and 1 year Bachelor in Education (B. Ed.) OR B.Sc (Medical) With at least 45% marks and 1 year Bachelor in Education (B. Ed.) in accordance with NCTE (Recognition norms and Procedure) regulations issued from time to time in this regard. OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year Bachelor in Elementary Education (B. EI. Ed.) OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 year B.Sc (Medical). Ed OR B.Sc (Medical) with at least 50% marks and 1 year Bachelor in Education (B.Ed) Special Education.</p> <p>AND</p> <p>ii) Pass in Teacher Eligibility Test (TET) from HPSSSB Hamirpur in accordance with the guidelines framed by the NCTE for the purpose. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
361 Shastri	<p>Shastri with at least 50% marks from a University/Institution recognized by H.P. Govt. AND Pass in Teacher Eligibility Test (TET Shastri) from HPSSSB,Hamirpur in accordance with the guidelines framed by the NCTE for the purpose. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>

362 Physical Education Teacher	<p>a) Senior Secondary School(+2) or its equivalent examination passed with at least fifty percent marks and diploma in Physical Education (D.P.Ed) of a duration of two academic years from a University/Board recognized by HP Govt. OR</p> <p>b) Bachelor's Degree in Physical Education with fifty percent marks (B.P.Ed) from a University recognized by HP Govt. OR</p> <p>c) Bachelor's Degree with Physical Education as an elective subject with fifty percent marks in Physical Education from a University recognized by HP Govt. OR</p> <p>d) For Ex-Servicemen candidates Senior Secondary School (+2) or its equivalent examination with pass course of PTI from Army School of Physical Education Poona. 5 % relaxation in marks will be given to those who have at least participated in International/National/SGFI/Sports competition or Position Holders in Inter-Zonal sports competitions. Desirable: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
363 Drawing Master	<p>10+2 with 50% marks with two years diploma in Art & Craft Teacher or its equivalent from a University/ Institution recognized by the HP Govt. OR</p> <p>Bachelor of Arts with Fine Arts/Visual Arts(Painting or sculpture or applied Arts) as an elective subject with 50% marks in Fine Arts or its equivalent from a recognized university, OR</p> <p>Master Degree in fine Arts/Visual Arts (Painting and Sculpture) or its equivalent from University/Institution recognized by the HP Govt. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
364 Junior Engineer (Civil)	<p>Matric or above with Diploma/degree in Civil Engineering from the Institutes recognized by the Central/HP Govt. from time to time Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
365 Junior Engineer (Electrical)	<p>i) Matric or equivalent from recognized board or University. ii) Three years diploma or Degree in Electrical engineering from a recognized Institutions/ University or Section A& B of AMIE in electrical engineering. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
366 Assistant Librarian	<p>i) Should have passed 10+2 Examination or its equivalent from a Board of School Education/University recognized by the HP/Central Govt. ii) Should have degree/diploma in Library Science from a recognized University/Institution. iii) Should have the knowledge of word processing in Computer as prescribed by the Recruiting Authority. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>
367 Clerk	<p>i) Should have passed 10+2 examination or its equivalent from a recognized Board of School Education/University. ii) Should possess a minimum speed of 30 words per minute in English typewriting or 25 words per minute in Hindi Typewriting on Computer. iii) Should have the knowledge of 'word processing' in Computer as prescribed by the Recruiting Authority. Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades. Note: For the post of Clerk in HIMUDA Preference will be given to those possessing diploma in Modern Office Practice/Commercial & Secretarial Practice.</p>

368 Junior Scale Stenographer	<p>i) Should have passed (10+2) examination or its equivalent from a Board of School Education/University recognized by the HP Govt.</p> <p>ii) Should possess the following speed in Shorthand and Type writing in both the language i.e. English & Hindi at the time of initial recruitment.</p> <table border="1" data-bbox="572 276 1383 375"> <thead> <tr> <th colspan="2">Speed in shorthand</th><th colspan="2">Speed in Typewriting on computers</th></tr> <tr> <th>English</th><th>Hindi</th><th>English</th><th>Hindi</th></tr> </thead> <tbody> <tr> <td>80 WPM</td><td>70 WPM</td><td>40 WPM</td><td>30 WPM</td></tr> </tbody> </table> <p>Provided that at the time of initial recruitment the candidate shall have to pass shorthand test in either of the language i.e. in Hindi or English at the prescribed speed.</p> <p>Provided further that the candidates will have to pass typewriting test in both the languages at the time of initial recruitment:</p> <p>Provided further that the incumbent having passed shorthand in one language, at the time of initial recruitment at the prescribed speed, shall have to pass the shorthand test in second language either in Hindi or English whichever may be as prescribed supra within a period of three years from the date of appointment. The appointment letter of such candidate(s) who does not qualify the shorthand test in second language shall contain the specific condition that he shall have to pass the test in shorthand test in second language within a period of three years and if he qualifies the test in Shorthand test in second language with in a period of three years he will be eligible to draw his annual increment from due dates and the candidate(s) who qualifies the said test after three years will be eligible to draw his first increment only from the date of qualifying the prescribed test.</p> <p>iii) Should have knowledge of word processing in computer as prescribed by the recruiting authority.</p> <p>Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>	Speed in shorthand		Speed in Typewriting on computers		English	Hindi	English	Hindi	80 WPM	70 WPM	40 WPM	30 WPM
Speed in shorthand		Speed in Typewriting on computers											
English	Hindi	English	Hindi										
80 WPM	70 WPM	40 WPM	30 WPM										
369 Junior Auditor	<p>IIInd Class Graduate in Commerce or Economics or Business Administration from the recognized University.</p> <p>Desirable: Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Prades.</p>												

2. Age: The applicant should be between 18 to 45 years as on **01-01-2013**. Upper age limit is relaxable by five years for candidates belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes, Persons with disabilities & Children/Grand Children of Freedom Fighters of Himachal Pradesh. The upper age relaxation is also available to Ex-servicemen candidates of H.P. as per provision of relevant rules/instructions of H.P. Govt.

3. Fee: The fee is already included in the cost of application form.

Note: - Ex-Servicemen and visually handicapped candidates are exempted from examination fee. However Ex-Servicemen released on their own request are not entitled for fee exemption.

4. Application Forms: - Application forms are available in all the post offices/sub post offices of Himachal Pradesh. The cost of application form is ₹ 320/- for General Category Candidates and ₹ 110/- for reserved categories.

Note: - The fee is included in the cost of application form.

5. Mode of Selection:-

Post Code	Name of Post	Scope and Sequence of Tests.
352	Inspector Weights & Measures	<p>1. Objective Type screening test (MCQ) consisting of General English of 10+2 standard, General Hindi of Matric Standard & General Knowledge. = 200 Marks. This test will be of qualifying nature and score of this test will not be taken into account for computing the merit.</p> <p>2. Subjective test in General English & General Hindi languages including Précis writing, Essay writing etc. = 200 Marks =30 Marks</p> <p>3. Interview of those who qualify the subjective test.</p>
353	Maintenance Supervisor	<p>1. Objective Type screening test (MCQ) consisting of General English and Hindi of Matric Standard. everyday Science & General Knowledge. = 200 Marks. = 30 Marks.</p> <p>2. Interview of those who qualify objective test.</p>
354	Dispenser	<p>1. Objective type screening test of syllabus of Diploma in Pharmacy and General Knowledge. = 200 Marks. = 30 Marks.</p> <p>2. Interview of those who qualify objective type screening test.</p>
355	Scientific Assistant (Biology& Serology)	<p>1. Objective test screening test (MCQ) consisting of general knowledge including Himachal Pradesh, Current Affairs, Every day Science, relevant subjects of B.Sc level, Logic, General English & General Hindi of 10+2 standard. = 200 Marks. = 30 Marks.</p> <p>2. Interview of those who qualify objective type screening test .</p>
356	Asstt. Mining Inspector	<p>1. Objective Type screening test (MCQ) consisting of General English and Hindi of Matric Standard. everyday Science & General Knowledge. = 200 Marks. = 30 Marks.</p> <p>2. Interview of those who qualify objective test</p>
357	Mechanic (Electrical)	<p>1. Objective Type screening test (MCQ) consisting of General English and Hindi of Matric Standard, Everyday Science & General Knowledge including Himachal Pradesh, Current Affairs and Logic. = 200 Marks. = 30 Marks</p> <p>2. Interview of those who qualify objective test.</p>

358 to 360	TGT (Arts, Non-Medical & Medical)	1. Objective Type screening test (MCQ) consisting syllabus of B.Ed. of concerned stream , General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English and Hindi of Matric Standard. 2. Interview of those who qualify objective test.	= 200 Marks. = 30 Marks.
361	Shastri	1. Objective type screening test (MCQ) consisting syllabus of Shastri, General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English & General Hindi of Matric standard. 2. Interview of those who qualify objective type screening test.	= 200 Marks. = 30 Marks
362	Physical Education Teacher	1. Objective type screening test (MCQ) consisting syllabus of Physical Education, General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English & General Hindi of Matric standard. 2. Interview of those who qualify objective type screening test.	= 200 Marks. = 30 Marks
363	Drawing Master	1. Objective Type screening test (MCQ) consisting Syllabus of Art & Craft/ Fine Arts, General Knowledge General including Himachal Pradesh, Current Affairs, Everyday Science Logic, General English and General Hindi of Matric. 2. Interview of those who qualify objective test.	= 200 Marks. = 30 Marks
364	J.E. Civil	1. Objective type screening test (MCQ) consisting Syllabus of Civil Engineering, General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English & General Hindi of Matric Standard. 2. Interview of those who qualify objective type screening test.	= 200 Marks = 30 Marks
365	Junior Engineer(Electrical)	1. Objective type screening test (MCQ) consisting Syllabus of electrical engineering, General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English & General Hindi of Matric Standard. 2. Interview of those who qualify objective type screening test	= 200 Marks = 30 Marks
366	Assistant Librarian	1. Objective type screening test (MCQ) consisting Syllabus of Library Science, General Knowledge including Himachal Pradesh, Current Affairs, Everyday Science, Logic, General English & General Hindi of Matric Standard. 2. Interview of those who qualify objective type screening test.	= 200 Marks = 30 Marks
367	Clerks	1. Objective type screening test (MCQ) consisting of General English of 10+2 standard, General Hindi of Matric standard, Everyday Science, General Knowledge including Himachal Pradesh, Current affair & Logic. 2. Type skill test on computer of qualifying nature in prescribed speed for those who qualify objective type screening test. 3. Interview of those who qualify in typing skill test.	= 200 Marks = 30 Marks
368	Junior Scale Stenographer	1. Objective type screening test (MCQ) consisting of General English and Hindi of Matriculation standard, General Knowledge including Himachal Pradesh, Everyday Science, Current affair & Logic. 2. Skill test in Shorthand either in English or Hindi and typewriting on computer of prescribed speed of Hindi & English for those who qualify objective type of Screening test. 3. Interview for those who qualify Shorthand and typing skill test.	= 100 Marks = 100 Marks = 30 Marks
369	Junior Auditor	1. Objective type screening test (MCQ) consisting of General English of 10+2 standard, Hindi of Matric Standard, Everyday Science, General Knowledge including Himachal Pradesh, Current Affairs, Logic & Syllabus of Commerce, Economics & Business Administration of graduation level. 2. Interview of those who qualify objective type screening test.	200 Marks = 30 Marks

6. Documents to be sent with the application Form

1. One window envelope (made available in the packet of application form) after affixing postal stamps of Rs. 6/- or of prevalent rate.
2. One passport size recent photograph (Not to be attested) of the candidate pasted on prescribed box in the Application form.
3. Acknowledgement Card (made available in the packet of application form) after affixing postal stamps of Rs. 6/- or of prevalent rate after writing self-address thereon.

7. General Instructions:

1. The candidate must apply on the prescribed Application form costing Rs. 320/- (For General Category) and Rs. 110/- (for reserved categories) obtainable from the Post Offices/ Sub-Post Offices.
2. Separate Application form should be used for each post code & only one Application may be sent in one envelope.
3. The Application form should be filled in by the candidate in his/her own handwriting with blue/black ink ball point pen.
4. **The candidate must fulfill all the required essential educational and other qualifications mentioned against each code on the last date fixed for the submission/receipt of application forms.**
5. The candidate shall write his/her name as per the matriculation certificate in the relevant column of the application form.
6. Incomplete application forms e. g. declaration not signed, without photo and enclosures i. e. Acknowledgement Card, window envelope etc. not attached and columns not filled in or applications received after the due date shall be rejected summarily without assigning any reason.

7. In-service candidates shall be required to produce the N.O.C. from the concerned department at the time of personal interview. They should send their original applications direct to the Board under intimation to their controlling officer.
8. The Candidates selected for appointment to various posts on Contract basis will have to execute a contract with the concerned appointing authority as per the provisions of the Recruitment & Promotion Rules of the post.
9. The amount of fee has been included in the cost of Application Form. Hence the candidates need not attach any fee with the Application.
10. Candidates claiming fee concession and applying on subsidized forms costing Rs. 110/- should possess a valid certificate of the respective category as on the last date of submission of application & the copy of the certificate is required at the time of interview, failing which the candidature is liable to be cancelled at the interview stage.
11. No change of category shall be allowed after last date of receipt of application forms i.e. from SC to OBC/ST & vice-versa.
12. Married daughters/ grand-daughters of freedom fighters are not entitled for reservation under Ward of Freedom Fighter Sub category. Preference will be given to the children of Freedom Fighters over Grand Children.
13. **The certificate of Scheduled Caste, Scheduled Tribe, Other Backward Classes should be on parental basis.**
14. Since the validity of OBC certificate is of two years from the date of its issuance, the candidates are required to furnish the valid certificate in support of his/her claim. The validity of the certificate is required to be seen at the time of interview.
15. Eligibility for vacancies in Sub-Category of SPORTSMAN shall be as per the norms framed by department of Youth Services and Sports.
16. **The Board reserves the right to dispense with the written examination for any post keeping in view the number of applicants vis-a-vis vacancies & other circumstances.**
17. **Only Himachali candidates belonging to SC/ST/OBC will be eligible for the posts reserved for respective categories.**
18. No change of category at any stage shall be allowed.
19. The validity of IRDP/BPL certificate is of six months from the date of its issuance. The candidates are required to furnish the valid certificate in support of his/her claim. The validity of the certificate is required to be seen at the time of interview.
20. The candidates must fill in the relevant sub columns of **Column No. 17** of application form for educational, professional, technical and other required qualifications as per advertisement of the concerned post code.
21. For further details candidates may contact the facilitation desk of Board on telephone No.01972-221841. This Advertisement is also available on the webpage of the Board i.e. <http://himachal.nic.in/hpssb>.

Secretary,
H.P. Subordinate Services
Selection Board, Hamirpur